

# Corporate Policies

**SECTION: HEALTH AND SAFETY - Personal Protective Equipment**

**SUBJECT: Head Protection**

POLICY NO.: 12.5.3

EFFECTIVE DATE: January 26, 2004

PAGE: 1 OF 3

SUPERCEDES POLICY DATED: July 31, 1991

APPROVED BY: Council CW020 - 2004

## **POLICY STATEMENT:**

The Corporation will make available and ensure affected employees use appropriate head protection when exposed to hazards of head injury.

## **PURPOSE:**

To protect employees from a head injury and to ensure compliance with the *Occupational Health and Safety Act*, Industrial Establishment Regulation, and Construction Regulation respecting head protection in the workplace.

## **SCOPE:**

All employees, volunteers and visitors to the Corporation.

## **DEFINITION:**

### ***Construction Project:***

Erection, alteration, repair, dismantling, demolition, structural maintenance, painting, land clearing, earth moving, grading, excavating, trenching, digging, boring, drilling, blasting or concreting; the installation of any machinery or plant; the construction of a building, bridge, structure tunnel, caisson, trench, excavation, highway, railway, street, runway, parking lot, cofferdam, conduit, sewer, water main, service connection, telephone, telegraph, or electrical cable, pipe line, duct or well or any combination thereof. Such activities include the set up, actual construction work and cleanup of the work area.

## **PROCEDURE:**

1. Every employee, volunteer or visitor when on a construction project site must wear head protection.



# Corporate Policies

**SECTION: HEALTH AND SAFETY - Personal Protective Equipment**

**SUBJECT: Head Protection**

POLICY NO.: 12.5.3

EFFECTIVE DATE: January 26, 2004

PAGE: 2 OF 3

SUPERCEDES POLICY DATED: July 31, 1991 | APPROVED BY: Council CW020 - 2004

2. Head protection must be worn by every employee, volunteer, or visitor:
  - a. working on or adjacent to a road project;
  - b. engaged in tree trimming operations;
  - c. working with or adjacent to persons working overhead;
  - d. using or operating mechanical machinery on or adjacent to a roadway except if it has an enclosed cab;
  - e. using or operating any type of power tool or power device above shoulder height;
  - f. working under a vehicle on a hoist;
  - g. performing work in a confined space below ground;
  - h. assisting persons performing work as described above;
  - i. as directed by the supervisor.
3. Inspect your head protection on a regular basis. If the shell is found to have a crack, dent or penetration, the head protection should be replaced. If the suspension has torn or broken threads, obtain a replacement suspension or a new hard hat.
4. There is no minimum time limit for the mandatory replacement of head protection. If the head protection is in good condition, it is considered to be functional. Head protection should not be painted, as this may reduce the protection factor offered by the protective headwear.
5. Head protection should not be placed on the rear window shelf of a vehicle. Heat build-up through a glass window from sunlight may adversely affect the protection offered. In cases of emergency stops or accidents, the headwear may become a hazardous missile.
6. Chin straps must be used to ensure head protection remains on while an employee is bending over to perform work.
7. **Firefighters:** A firefighter who is exposed to the hazard of head injury while carrying out his/her duties on an emergency call shall use head protective equipment that meets or exceeds the Regulation Respecting Protective Equipment for Firefighters (Regulation 125/83).

## ACCOUNTABILITY:

All employees of the Corporation are accountable to adhere to this policy as outlined.



# Corporate Policies

**SECTION: HEALTH AND SAFETY - Personal Protective Equipment**

**SUBJECT: Head Protection**

POLICY NO.: 12.5.3

EFFECTIVE DATE: January 26, 2004

PAGE: 3 OF 3

SUPERCEDES POLICY DATED: July 31, 1991

APPROVED BY: Council CW020 - 2004

## ADMINISTRATION:

Health, Safety & Wellness Services, City of Brampton, 5<sup>th</sup> Flr-2 Wellington St. West Brampton, Ontario L6Y 4R2

## CONTACT:

Health, Safety & Wellness Services, Human Resources Division 905-874-2166



This page intentionally left blank.